

**Village of Indian Head Park  
201 Acacia Drive  
Indian Head Park, IL 60525  
MEETING MINUTES  
BOARD OF TRUSTEES**

*“Pursuant to 5 ILCS 120/2.06 (3) minutes of public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of votes taken.”*

**Thursday, October 9, 2014**

7:30 p.m.

**CALL TO ORDER – TRUSTEE MATTHEW WALSH- President Pro-Tem**

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, October 9, 2014 at the Municipal Facility, 201 Acacia Drive, and was convened at 7:30 p.m. by Trustee Matthew Walsh. Village Clerk Joseph Consolo called the roll as follows:

**ROLL CALL: JOSEPH CONSOLO, VILLAGE CLERK**

**PRESENT (AND CONSTITUTING A QUORUM):**

Trustee Brian T. Bailey  
Trustee Tom Hinshaw  
Trustee Norman L. Schnauffer  
Trustee Matt Walsh  
Trustee Amy Jo Wittenberg  
Trustee Brenda O’Laughlin

**ALSO PRESENT:**

Steve Busa, Treasurer  
Joseph V. Consolo, Village Clerk  
Richard Ramello, Counsel, Storino, Ramello & Durkin  
Edward Santen, Water/Public Works Superintendent

**NOT PRESENT:**

Mayor Richard S. Andrews  
Chief John Brooks

Trustee Matthew Walsh began the meeting with his introduction, and noted that he was appointed as the President Pro-Tem for this meeting, while the Mayor is out on personal business.

For the record, Trustee Walsh noted Board meetings are being videotaped, and audio recorded by the Village, and may be video or audio recorded by others also.

## **PLEDGE OF ALLEGIANCE TO THE FLAG**

Trustee Walsh and the Board of Trustees led the audience in reciting the Pledge of Allegiance to the Flag: *"I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands one nation under God indivisible with liberty and justice for all"*.

## **MAYOR'S REPORT – Trustee Mathew Walsh**

Trustee Walsh reported that there will be a Town Hall Meeting held at the Village Hall on October 30, 2014. At this meeting there will be discussion concerning the Heritage Center's future. There is an Advisory Referendum on the November 4<sup>th</sup> ballot which is non-binding. The purpose of this referendum is to get Village resident's input.

## **CONSENT AGENDA-**

- 1) Resolution for Maintenance of streets and highways by Municipality under the Illinois Highway Code for Fiscal year 2013/2014. R10-14-1***
- 2) Resolution for Maintenance of streets and highways by Municipality under the Illinois Highway Code for Fiscal year 2014/2015. R10-14-2***

Trustee Walsh explained that the Resolutions on the Consent Agenda are necessary to give authorization to the Village to utilize Motor Fuel tax Funds for the purpose of maintaining streets and infrastructure. He also commented that it is apparent the majority of the funds are allocated for salt and salt related issues. Trustee Bailey moved seconded by Trustee Wittenberg, to approve the Consent Agenda. Joe Consolo proceeded to call roll, but paused as Trustee Tom Hinshaw had questions to be addressed. Trustee Hinshaw asked if these resolutions are approved for two year periods. Trustee Walsh stated that he believes we do it once for a two year period, and that Superintendent Ed Santen can address this question. Superintendent Santen answered with the following statement; assuming you pass the resolutions, the Motor Fuel Tax Fund money we receive from Illinois Department of Transportation, will be used mostly for salt both years, so the answer is yes. Trustee Hinshaw's second question to be addressed, was that the prior year of 2013/2014 was \$25,000, and it is \$130,000 for 2014/2015. Why the large difference? Ed Santen answered that the majority of it is salt. Trustee Walsh noted he believes by looking at 2014/15 around \$70,000 is allocated for salt, \$55,000 for salt purchase\$ 20,000 for the spreading of salt. Trustee Walsh asked Ed Santen if our salt reserve was depleted last year, and he confirmed that yes it was. Illinois Department of Transportation, had taken part of the salt allocated to us, and we later had to purchase more at three times the cost. Superintendent Santen stated it is labor and salt that made the amount so high. Joe Consolo proceeded to continue the roll call. Motion carried by roll call vote (6-0-0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Schnaufer, Walsh, and Wittenberg.*

*Nays: None*

*Absent: None*

**REPORT/RECOMMENDATION FROM THE PLANNING/ZONING COMMISSION – CHAIRMAN DENNIS SCHERMERHORN (DISCUSSION AND A VOTE WILL TAKE PLACE)**

**Trustee Walsh stated that report from the Planning/Zoning Commission has been removed from the Agenda at this time.**

**APPROVAL OF THE FINANCIAL REPORT**

Financial Report for the month ending September 30, 2014.

Treasurer Steve Busa presented the financial report for the month ending September 30, 2014. For the month of September, he noted: total revenues were \$133,351.89; expenditures were \$1,126,531.02 and fund balances in all accounts at the end of September were \$2,843,885.36. Treasurer Busa noted that the numbers in the month of September were big on the expenditure side because of the disbursements relative to the road project. Trustee Walsh asked if there were any questions for Treasurer Busa, no questions were asked. Trustee Schnaufer moved, seconded by Trustee Brenda O’Laughlin, to approve the financial report for the month ending September 30, 2014, as presented by Treasurer Busa. Motion carried by roll call vote (6-0-0).

*Ayes: Trustees: Bailey, Hinshaw, O’Laughlin, Schnaufer, Walsh, and Wittenberg*

*Nays: None*

*Absent: None*

**APPROVAL OF BOARD MEETING MINUTES**

***Minutes of the Board Meeting – September 11, 2014***

After review of the regular Board meeting minutes, Trustee Amy Wittenberg noted a clarification, in the minutes pertaining to the discussion on new water meter replacement. The Minutes read; Trustee Wittenberg supported the idea of new water meters and to implement the goals and objectives in a short and long term plan capital improvement plan. Trustee Wittenberg noted her statement was instead: she would support a new water meter system only if it was: integrated, and prioritized as part of the short and long term goals of the Capital Improvement Plan. Trustee Hinshaw also corrected the minutes, to read that he agreed with Trustee Wittenberg’s above statement.

Trustee Hinshaw moved, seconded by Trustee Wittenberg, to approve the September 11, 2014 meeting minutes, as amended. Motion carried by roll call vote (6-0-0).

*Ayes: Trustees: Bailey, Hinshaw, O'Laughlin, Schnaufer, Walsh, and Wittenberg*

*Nays: None*

*Absent: None*

**AGENDA ITEM: (DISCUSSION AND A POSSIBLE VOTE MAY TAKE PLACE)**

**Report regarding cell tower lease extension by American Tower Corporation- Trustee Tom Hinshaw.**

Report was conducted by Trustee Hinshaw. He received, and read the Village file, and he has met with the Representative of American Tower Corporation. Currently we have a long term lease agreement with the American Tower Corporation, for site # 304423. The Village is on our third Amendment to the license agreement signed January 10, 2008. The agreement allows for the licensee to have an option to renew in 5 year renewals with the final expiration date of December 31, 2029. The Representative whom Trustee Hinshaw spoke with noted that the cell carriers were interested in securing sites far into the future; they are looking for longer term leases than our 15 years. The cell carriers incur use expenses when upgrading equipment, to keep up with technology advances. They are not willing to do this if the tower does not have a long term lease. The Representative also said that many industry experts believe towers as we know, will be viable for only the next 25 to 30 years .The cell carriers would like to see leases thru the year 2060.

There are three options per Lorraine, the Representative; they are:

- 1) Perpetual easement (sale of the right to use the land, currently being leased for as long as the tower is required) Payment would be one lump sum of \$365,000.00.
- 2) Prepaid lease (extend the lease for 40 years until 2069) and they will provide a lump sum payment of \$335,000.
- 3) Lease extension (Would extend lease six- five year terms, ending in 2059) we would get a signing bonus of \$30,000 and our rate of 3% earned will increase to 4% earned.

Or we may,

- 4) Take no action.

Trustee Hinshaw concluded that after discussing these options with Mayor Andrews, and Village Manager John Brooks, he believes that our best option is our Lease extension. He then welcomed questions.

Trustee Wittenberg asked what the additional cash flow would be if the Village was to go with the lease extension and increase our rate from 3% to 4% for the term of the lease?

Trustee Hinshaw answered that he did not have that figure, but noted that income for the 2013/14 year from the lease at 3% was \$24,715.00. Trustee Wittenberg stated that it is in their best interest to have these amounts so to know what would be given up if they are to choose to lease

instead of the other options which are one time payouts. Trustee Wittenberg also mentioned that it would be helpful to have David Brink in the Finance office, get the figures for them to compare.

Trustee Brian Bailey questioned the term “sale of the right to use the land, currently being leased for as long as the tower is required” (which is part of the perpetual easement option). Is it the Government, ours, or the Tower Company’s requirement? Trustee Hinshaw answered that it is as long as the Cell Tower Company needs it.

Trustee O’Laughlin raised the question of how many cell carriers are on this particular tower, in order to help determine what our income should be. By her past experience it sounds low. Trustee Hinshaw stated that it was not noted how many cell carriers, are on this tower, but he did know that there is one opening; he would continue to look for numbers of carriers.

Trustee Walsh summed up the discussion with a request for confirmation from Trustee Hinshaw that 3% interest is a standard rate, 4% would be a premium rate, an incentive to sign on to the Lease, and that if surveyed, other tower companies along the highway, would be believed to not be paying 4 to 5%. Also the Prepaid lease option would be a onetime payout, with no further lease payments through 2069. Trustee Hinshaw confirmed Trustee Walsh’s summary to be correct.

Trustee Wittenberg also asked if council had reviewed the lease to be up to date, Council Rich Ramello stated he had not been presented with it as of yet. Trustee O’Laughlin requested that we research possible cell tower rates other than our own, Trustee Hinshaw stated that possibly Village Manager John Brooks may have the resource to retrieve that information.

Trustee Walsh explained he believes the plan was to select which option was best, then to empower the Mayor, Village Manager, and Board to proceed to negotiate with the Providers.

You may vote to choose an option and instruct to negotiate, or as Trustee Wittenberg suggested, wait for more information. Trustee Hinshaw clarified that this is not time sensitive. The Village Board of Trustees decided to continue discussion and possibly vote at the next Board Meeting upon receiving more information.

## **QUESTIONS AND OR COMMENTS FROM THE AUDIENCE-**

Chris and Joan Metz from 6403 Arrowhead Ct. asked for an explanation in regard to the cell tower company’s lease extension option. What is being leased, and what is the 3 and 4% based upon.

Trustee Hinshaw explained that it is for the rent of the land that the tower is on. Trustee Brian Bailey read aloud from the report, that 3% is an annual increase of a base rate which if the lease renewed would be 4% of the base rate.

Additional question from the audience:

Mr. Chris Metz of 6403 Arrowhead Ct. asked where Indian Head Park is as far as salt prices are concerned, and is there anything we can or should do for next year in regard to the pricing.

Superintendent Santen explained that we are in our second year of a 2 year contract with Illinois Department of Transportation (I.D.O.T.). We received a 5% increase, which would put our price at about \$60.00 a ton. We are able to buy 365 tons which would give us around 900 tons for the season. Any purchases after that will cost about \$140 per ton. Superintendent Santen explained that I.D.O.T. holds large scale bidding operations with the salt companies. Based upon the quantities they receive, I.D.O.T. will provide a little better price. Our increase is 5% from last year, we are locked in at that rate, and so next year that price could be much higher. Trustee Walsh and Superintendent Santen confirmed that if the Village did not participate in the I.D.O.T. negotiated group pricing the salt purchased would cost about three times the I.D.O.T price.

Next question was from Glen Mann of 6458 Blackhawk Trail, he requested an update on the road program. Trustee Walsh answered that he heard the road program seems to be on schedule to finish by the end of the year, with possibly only a few items to be completed in the spring. The Mayor and Village Manager whom are not present will have more information.

Aileen Henkle of 14 Algonquin reminded the audience and Board of the Annual Heritage house book sale on October 18, from 9-3 p.m.

#### **ADJOURNMENT:**

There will be no further business to discuss. Trustee Schnaufer moved, seconded by Trustee Bailey to adjourn the regular Board meeting at 7:54 p.m. Motion carried by voice vote. (6-0-0)

Submitted by Joseph V. Consolo Village Clerk  
Mary Crowley Recording Secretary

